



## MARYLAND DEPARTMENT OF HEALTH Developmental Disabilities Administration

Creating a flexible, person-centered, family-oriented system of supports so people can have full lives.

# DDA Transformation Update

*The DDA Transformation Newsletter / Jan 23, 2019*

## Waiver Amendment

In April, the Developmental Disabilities Administration (DDA) will submit program-related waiver amendments to the Centers for Medicare & Medicaid Services (CMS). The purpose of this action is to: (1) support DDA's five priority focus areas (employment, self-determination, self-direction, supporting families, and supported housing); (2) align the waivers with DDA's transformation and incorporate feedback received through DDA transformation meetings; (3) support program integrity (e.g. quality assurance/federal performance measures, protect people's rights, prevent fraud); and (4) ensure fiscal accountability.

The first set of amendments will include programmatic adjustments, such as:

1. Alignment of all waivers related to services scope, requirements, limitations, qualifications, and effective date
2. Adjustment of some service effective dates from July 2019 to July 2020 to provide additional time for rate setting and development of critical operational and billing functionality
3. Changes in behavioral support services, including clarifying the training requirement for behavioral technician training
4. Changes in Career Exploration, including the clarification of time limited for new users with authorization for three months
5. Add an exception to cost caps, which provide the opportunity for regional office approval to go above the Family Supports Waiver (FSW) or Community Support Waiver (CSW) caps and remove time-limited requirement
6. Increase flexibility in nursing case management and delegation services to provide the option to authorize additional hours under residential services such as Community Living- Group Home services due to change in condition or hospital discharge
7. Improvements to respite that include (1) a daily rate will be used for licensed sites and hourly rate for in/out of home services; (2) increase service to include a daily/hourly limit up to 360 hours/year plus up to \$7,248 toward camps; and (3) adjustment to staff qualifications (i.e. GED/HS Diplomas/Age requirements)
8. Enhancements to shared living specifying three service tiers that include various supports
9. Modification to support brokers services that clarify services, including adding Support Broker services as an optional waiver service in the Community Pathways Waiver (CPW).

**IMPORTANT - Amendment #1 Proposed Timeline:**

The DDA will be holding two DDA Amendments Overview Webinars. Please click the following links to register for one or both of the Webinars.

[Saturday, Feb. 2, from 1 p.m. to 2 p.m](#)

[Monday, Feb. 4, from 10 a.m. to a.m](#)

*NOTE: The same presentation will be provided at both times*

**Public Comment Period-** Feb. 2 through March 3

*NOTE: Comments submitted will be considered for all three waiver programs as applicable*

**Submission to CMS-** April 1

**Implementation date -** July 1

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## Self-Directed Services

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The DDA is very excited to report that we have approximately 900 people that have selected to participate in self-direction and are enjoying the flexibility of budget and employer authority. The DDA would like to take this opportunity to provide clarification related to the initial and annual person-centered plan (PCP) as well as the self-directed services (SDS) budget sheet.

People entering SDS services for the first time should complete an **initial** plan using the new DDA Person-

Centered Plan (PCP) template and the updated SDS budget sheet.

Existing persons in self-direction, the **annual** plan should be completed (using the new DDA PCP template) based on the person's annual PCP date along with the updated SDS budget sheet located on the [DDA website](#) . Two budget sheets will be needed for people that don't have a July 1 annual PCP date to reflect the total approved budget amount based on their annual PCP date crossing fiscal years.

Initial and annual PCPs for the self-directed model should be submitted to the DDA using the Long-Term Services and Supports (LTSS) system for the people in the CPW.

For people enrolled in self-direction under the FSW or CSW, the Coordinator of Community Supports (CCS) will need to submit the initial and annual PCPs on paper to the DDA Regional self-direction leads until this functionality has been developed in LTSS. The DDA regional self-direction leads are as follows:

- Central Regional Office-Ola Otuyelu at [olasubomi.otuyelu@maryland.gov](mailto:olasubomi.otuyelu@maryland.gov)
- Eastern Shore Regional Office- Tonna Hitch at [jonna.hitch@maryland.gov](mailto:jonna.hitch@maryland.gov)
- Southern Regional Office- Tia henry at [tia.henry2@maryland.gov](mailto:tia.henry2@maryland.gov)
- Western Regional Office- Tina Swink at [tina.swink@maryland.gov](mailto:tina.swink@maryland.gov)

Remember that people in self-direction have the option of using advertisement and recruitment funds of up to \$500 per annual PCP year to find staff. This is done by updating the PCP and submitting a revised

SDS budget sheet under the Individual Family Directed Goods and Services (IFDGS) line item as a one-time only payment per annual PCP year.

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## Employment First Pre-recorded webinar

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In lieu of a live employment first webinar in January, please note that a presentation was pre-recorded and uploaded to the DDA archived webinar page. This presentation is a re-recorded presentation of the two-part webinar series called *Bringing it All Together: Parts I and II* from July and November of 2018. Both presentations have been consolidated into one updated presentation available on the [employment first archived webinar page](#) called **Meaningful Day Service Updates and Transformation: January 2019**. This consolidated presentation walks through the DDA's employment first trajectory and each of the current and future meaningful day service definitions. Service alignment is also discussed.



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## Community of Practice Supporting Families- Charting the LifeCourse

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The Maryland Community of Practice (CoP) Statewide Leadership Team's next quarterly meeting is on Feb. 26 at the Maryland Center for Developmental Disabilities. Ms. Amy Milar, supporting families statewide initiative coordinator from the Pennsylvania's Office of Developmental Disabilities will share how Pennsylvania has embraced the principles of Charting the LifeCourse Framework (CtLC) to better support families across the lifespan through the Pennsylvania's CoP, as well as challenges and successes.



To learn more, please contact Mary Anne Kane Breschi at [mary.kane-breschi@maryland.gov](mailto:mary.kane-breschi@maryland.gov) or via phone at 410-767-8880.

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## Provider Medical Assistance Numbers and Site-Based Enrollment

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The DDA would like to remind all providers that Jan. 31 is the last day to enroll in ePREP to be assigned a new medical assistance number (MA number) that will be used in future billing in LTSS for all DDA providers that have an active MA number. If you have any questions or need assistance, please contact your region provider relations director.

Once a provider registers in ePREP and is assigned a new MA number, they will have until March 31, 2019 to submit the Ma number to **all** DDA sites in ePREP.

"New providers" that are not currently approved Medical Assistance providers should contact your DDA Regional Provider Relations representative for separate ePREP training.

If you need additional assistance, please contact your regional Provider Relations office as follow:

- Central Regional Office-Shalonda Nelson at [shalonda.branch-nelson@maryland.gov](mailto:shalonda.branch-nelson@maryland.gov)
- Eastern Shore Regional Office-Andrea Jones at [andrea.jones@maryland.gov](mailto:andrea.jones@maryland.gov)
- Southern Regional Office-Bianca Renwick at [bianca.renwick@maryland.gov](mailto:bianca.renwick@maryland.gov)
- Western Regional Office-Tim Jenkins at [timothy.jenkins@maryland.gov](mailto:timothy.jenkins@maryland.gov)

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## Coordination of Community Services (CCS)

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**Coordination of Community Services**  
Transforming, Coordinating & Motivating

One of the core responsibilities of the Coordinator of Community Services (CCS) is to facilitate the development of the PCP. On Sept. 27, the DDA shared a basic overview of the roles and responsibilities of the person and the people important to them, the service providers, and the CCS who all participate in the creation of the Plan [MDLTSS Person-Centered Plan Overview](#). With a new PCP template now being utilized, training is being developed to assist each of the participating members in understanding their roles.

The Columbus Organization is working together with the DDA and coalition of CCS to providers to develop a training module designed specifically for our CCS's. This training will not only provide an overview of the person-centered thinking process but will also ensure that the CCSs are able to successfully prepare for, and facilitate the PCP meeting. This training module will equip the CCS's with additional resources to enhance the development of the plan that will be approved by the DDA for implementation.

This PCP training module is one of more than 12 training modules identified by the DDA and the coalition of CCSs that will support quality delivery of services to people. The DDA is committed to developing a curriculum for CCSs which will eventually lead to their certification.

As a continued expressed need, additional resources tools and training will also be developed for people and their families, service providers, and other Maryland stakeholders.

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## Systematic, Therapeutic, Assessment, Resource and Treatment (START)

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The DDA will be piloting the Systematic, Therapeutic, Assessment, Resources and Treatment (START) program in the southern region. Currently there is a professional learning community (PLC) cohort beginning on Jan. 17 for those providers within the southern region that signed up to participate in this learning

community. This PLC is designed to give providers more information and understanding of what the START program is and how it will be implemented within the southern region during the pilot phase. A request for interest (RFI) will be coming out within the next few months.

The START model was developed by Dr. Joan Beasley and her team at the Institute on Disability/UCED at the University of New Hampshire. It serves people diagnosed with intellectual/developmental disabilities (IDD) and co-occurring behavioral health conditions. This

comprehensive model of service supports optimizes independence, treatment and community living for individuals with IDD and behavioral health needs. It promotes person-centered approaches and training for individuals, families, and caregivers by applying core principles of positive psychology, utilization of therapeutic tools, provision of multi-modal clinical assessments, promoting enjoyable therapeutic recreational experiences and optional utilization of existing resources through:

- Linkages with partners
- Engagement of service user, family and other circles of support involvement
- Promotion of improved expertise across systems of care
- The utilization of services designed to fill gaps

Contact Dr. DePasquale at [meg.depasquale@maryland.gov](mailto:meg.depasquale@maryland.gov) for additional information.

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## National Core Indicators™ Staff Stability Survey

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The DDA is focusing on improving the quality and stability of the workforce of direct support professionals (DSPs) in Maryland who assist people with intellectual and developmental disabilities. We are participating with the National Core Indicators™ (NCI™) to collect comprehensive data on the workforce of DSPs

providing supports to adults (age 18 and over) with intellectual and developmental disabilities. The goal is to help Maryland benchmark our workforce data to other states so we can measure improvements made through policy or programmatic changes. The DDA is currently presenting and educating the providers on the importance of completing the Staff Stability Survey. The DDA had 50 percent provider participation in 2016 and 25 percent in 2017. To have a full picture of our workforce stability, The DDA is encouraging providers to participate fully by completing the 2019 survey that will coming out this month. Of note, the DDA does not have access to individual responses from providers; all surveys go directly to NCI for analysis and the creation of a consolidated and comprehensive report.

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## Long-Term Services and Supports (LTSS)

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As described in the December newsletter, 2019 will be a major year for the continued development of LTSS functionality to further the long-term goals of creating a more flexible, person-centered, and family-oriented system of supports so that people can lead full lives. This will be accomplished through three major releases of functionality, which includes a new release in January 2020 to allow providers to review and accept services in a Person-Centered Plan (PCP) through the LTSS system. This functionality is being designed to reduce the administrative burden of gathering PCP signatures and will help ensure that accurate plans are approved in LTSS prior to the July 2020 release of billing functionality. With this added release, the full release plan is as follows:

1. *July 2019 Release - New waivers and eetailed wervice planning and authorization functionality*
2. *January 2020 Release - Provider acceptance of services in a PCP*
3. *July 2020 Release - Provider billing and payment functionality*

Finally, in support of the July 2020 release, an interface specification has been drafted for the provider upload of service activities to LTSS and the DDA is working with a small group of providers and system vendors to finalize this specification. Once final, the DDA will share the specification with all providers so that they can begin working with their technical resources on developing this functionality

(if desired). For providers that do not have an IT system capable of this functionality, it will still be possible to enter activities directly into LTSS.

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## **The Mandt System ®**

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There will be one last train-the-trainer session for Mandt from March 4 to 7. The location will be announced once it has been identified. his train-the-trainer session is open to all, however, there are only 22 seats available.

Contact Dr. DePasquale at [meg.depasquale@maryland.gov](mailto:meg.depasquale@maryland.gov) for additional information.

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## **What's Next? Competencies and Career Pathways for Direct Support Professionals**

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The Maryland DSP Training Consortium was awarded an EARN Grant by the state of Maryland in July 2017 to develop professional competencies, pilot a curriculum, and create a credentialing process based on existing industry accepted standards for DSPs. The Consortium is a collaboration between SEEC, Jubilee, The Arc Howard County, Compass,

the Spring Dell Center, and the DDA. The Consortium's advisory group also includes a representative from the Maryland Association of Community Services (MACS).

EARN Maryland is a nationally recognized, industry-led program administered by Maryland's Department of Labor, Licensing, and Regulation (DLLR) supporting targeted training for Maryland's workforce. Through the grant program, employers are challenged to identify skill gaps in their industry and develop innovative solutions for improving workforce readiness in real time.

In Maryland, there more than 11,000 DSPs employed by providers who report an average turnover rate of nearly 50 percent. Low wages and limited career pathways are typically identified as two primary reasons for lack of retention. The EARN grant has provided the necessary funding to pilot implementation of a DSP II program to serve as the foundation of career pathways for DSPs that until now have not existed. Consistent professional competencies could lead to industry standards that can be used by the DDA to improve career outcomes and promote DSP retention throughout the state.

The program uses a hybrid of in-person and online learning module, with the addition of mentoring to achieve identified competencies. The Consortium received such significant positive feedback on the impact of the mentoring component that, the advisory committee recommended the Consortium request supplementary EARN grant funding to further strengthen the mentoring portion of the curriculum. In October 2018, the funds to enhance mentoring were granted. To date, 61 DSPs have participated in the pilot training program in three cohorts. The fourth cohort of DSPs will begin their work in late January. The Consortium plans to scale the program and provide opportunities for other organizations to participate beginning in mid-2019.

"Our DSPs are excited about both the content and format of this process. It allows them to obtain and retain important skills via multiple modalities which speaks directly to the diversity of strengths and learning styles within our workforce," said Joan Whitney, Director of Human Resources at Compass,

Inc. “Mentoring has been the highlight- creating a framework for staff to model and encourage excellence among each other.”

*For more information on the Maryland DSP Training Consortium, please contact Lori Sedlezky at 301-576-9040 x240 or [lsedlezky@seeonline.org](mailto:lsedlezky@seeonline.org).*

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## Capacity Building

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DDA is still looking for qualified providers to serve children in the Family Supports Waiver. This is a great opportunity to support children and their families who are in need of DDA supports. Providers who are interested should review the Family Support Waiver provider requirements available [here](#) and submit an [application](#) as directed.

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STAY CONNECTED TO DDA THROUGH FACEBOOK



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Maryland Department of Health  
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